

Melrose School Committee 2009 Goals

Goal #1: Update Melrose School Committee Policy Manual.

Indicator of Success: By the end of 2009 the district policy manual will incorporate all previously approved changes and will be accessible to the community via the district web site. Any proposed changes from the committee or the public will be prioritized and scheduled for discussion and vote, if appropriate, following established bylaws and procedures.

Action Items:

- Edit changes to policy manual that have already been voted on.
- Post policy manual to melroseschools.com.
- Elicit feedback from committee and public about policy areas that might need work.
- Prioritize policies to be examined.
- Create timeline for revisions.
- Revise prioritized policies.

Goal #2: Create a Melrose School Committee Mission Statement.

Indicator of Success: By the end of 2009 the committee will adopt a mission statement that clearly and concisely conveys the mission of the Melrose School Committee.

Action Items:

- Review other school committee mission statements.
- Discuss purpose of a mission statement.
- Draft Melrose School Committee Mission Statement in conjunction with Melrose Public Schools Mission Statement.

Goal #3: Support the Superintendent's Goal of updating the Strategic Plan.

Indicator of Success: By the end of 2009 the committee will have supported the Superintendent in either completing or making substantial progress toward drafting and adopting a 5-year strategic plan for the district.

Action Items:

- Action items to be determined as the strategic plan activity takes shape.

Goal #4: Create a Communication Plan for the Melrose School Committee.

Indicator of Success: By the end of 2009 the committee will have drafted a communication plan that implements the desire of the committee for better communication with the public.

Action Items:

- Review the purpose of a communication plan.
- Have School Committee participation in the Superintendent's Communication Plan development in order to coordinate them.
- Draft Melrose School Committee communication plan.
- Assign action items for implementation

Goal #5: Prepare materials for incoming SC members that augments the state required training.

Indicator of Success: By the end of 2009 the Committee will have a well-defined set of materials to assist new members in becoming informed and productive members of the Committee.

Action Items:

- Elicit ideas from School Committee members.
- Gather or create materials.
- Create procedure for dissemination to new members.
- Create mechanism to gather feedback from new members on the usefulness of the material.